

Alberta Communities Pension Plan

Frequently Asked Questions

1. What is the Alberta Communities Pension Plan?

The Alberta Communities Pension Plan (ACPP) is a defined contribution pension plan in which both employer and employees make pre-defined contributions that are based on a percentage of salary.

2. Who is eligible?

Eligible employers must be regular or associate members (members may be municipalities, municipally-related organizations or not-for-profit organizations) of Alberta Municipalities in order to participate in the plan. Eligible participants include full and part-time employees as well as elected officials who do not participate in a public sector pension plan such as LAPP. An employee's participation is voluntary; however, once enrolled in the ACPP participation must continue until termination or retirement.

3. How will the pension affect their taxes?

Registered pension plan contributions made by the employee are tax deductible.

4. What are the contribution rates?

The employer matches the employees' contributions ranging from 3% to 9%. The employee may also "top up" by making additional, unmatched, voluntary contributions.

5. Can variable rates be offered?

Yes, the participating employer may offer variable contribution rates enabling each member to choose to make contributions ranging from 3% to 9%. The employer must match the rate chosen by the employee. If this option is chosen by the employer, the employer must give the employee the option to change their rate each January 1st. The employer may also choose to offer different contribution rates to management employees as well as to those who are considered long service employees. It is permissible to have more than one long service threshold.

6. How does an employee participate?

Employees are eligible to participate in the plan when the following conditions are met:

- Employer is a regular or associate member of Alberta Municipalities
- Employer signs a participation agreement
- Employee complete an enrolment form

7. Is Plan participation mandatory?

Plan participation is voluntary.

8. Can the employee exit the plan at any time?

Upon enrolment, the employee must stay in the plan until termination of employment.

9. How are contributions submitted?

Contributions are by payroll deduction.

10. Who makes the investment choices?

The employee makes the investment choices from a platform of investment options. It is recommended that the employee consult with a qualified financial advisor prior to making any investment decisions.



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